

CLASSIFIED SENATE MINUTES

Monday, November 4, 2019

3:00 p.m. – 4:30 p.m.

Room CC2-236

Members Present: Nicole Almassey – *President*, Robert Delgado – *Vice President*, BethAnn Stone – *Secretary*, Ninnette Alfaro – *Council Member*, T’sendenia Gage – *Council Member*, Catt Wood – *Council Member*, Justin Nogarr – *Council Member*, Sandra Mills - *Local 1 Representative*, Paul West, Grace Villegas, Shondra West, Frankie Chavez

Members Excused: Letta Greene – *Treasurer*

Item	Agenda	Outcomes
<p>1. 2. 3.</p>	<p>Welcome Announcements Public Comment</p>	<ul style="list-style-type: none"> • Meeting called to order: 3:05 p.m. • Paul West announced that on Monday November 11th from 7:00 a.m. to 4:00 p.m. at Acalanes High School there will be an active shooter incident training across multiple agencies in Contra Costa County. They are currently in need of people to play roles in the training activity. You have to register in advance, please see Paul West if you are interested in signing up. • BethAnn Stone announced that she is looking for volunteers to serve on the Crab Feed Committee and/or the event. A sign-up sheet was passed around during the meeting for volunteers to indicate their availability to help with the event and/or what specific areas related to the event they can assist or contribute to. BethAnn would like to schedule a meeting with the committee prior to Thanksgiving. BethAnn will send out an e-mail later this week with a date and time. • No public comment given.
<p>4.</p>	<p>A. Agenda B. Minutes C. Treasurer’s Report</p>	<p>A. Agenda- Action: M/S: S. Mills/G. Villegas approved (7-0-0) B. Minutes 10/21/2019 – Action: M/S: G. Villegas/C. Wood approved with two (2) corrections (7-0-0) C. Treasurer’s Report: The current balance of the Fund-11 account is \$9,681.50. The Foundation account (utilized primarily for scholarships and expenses associated with fundraising events) has a current balance of \$4,697.33 following the deposit of \$237 earned from the Halloween Event. As a note the Halloween Event went very well, the Haunted House made approximately four times more this year than last. Action: M/S: N. Alfaro/B. Stone approved (9-0-0)</p>
<p>5.</p>	<p>Presentation</p>	<p>Healthy Habit – Shondra West: Shondra West provided a presentation on healthy habits related to stress. There is good stress (eustress) which gets the adrenaline pumping and produces positive feelings of excitement, satisfaction, and fulfillment. A healthy habit to learn today, is it is okay to have eustress and embrace it. The more difficult habit to change is the distress, or the bad stress and the unhealthy habits we may adopt to help alleviate the bad stress. Shondra supplied a Stress Test Questionnaire to the Senators to complete, as a method to personally gauge stress levels. The discussion then moved to psychodynamics (lets the unconscious become the subconscious) and learned behaviors. For example, when we are stressed or in a stressful environment and we are looking for comfort, more often than not we head straight for “comfort foods”. These “comfort foods” tend to be unhealthy foods such as – fries, ice cream, hamburgers, pizza, etc. A second healthy habit is to keep healthy comfort snacks at your desk and nearby (i.e. carrot sticks, apple slices, oranges, etc.), so when you feel the need to splurge or to seek a</p>

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		<p>comfort snack there are healthy option within arms-length. Exercise is also a healthy habit to help alleviate negative stress. For example, swimming can provide a high-cardio workout and relieve stress all at the same time. Shondra also noted, that it is a good know and be aware of what can trigger negative stress. For example, some individuals may experience negative stress when working out in a gym or fitness center due to crowds or the environment itself. Therefore, if you are one of these people you do not want to go to a gym to work-out, you may want to instead take a walk or run after work or on your lunch break to avoid the bad stress environment.</p>
<p>6.</p>	<p>Committee Input and Report-Outs</p>	<p>A. District Reports: Meets tomorrow.</p> <p>B. Shared Governance Council: Carlos Montoya provided a budget update at the last meeting. It is anticipated that the College may have approximately \$150,000 estimated for the resource allocation process this year. The BRD is being finalized and SGC should know how many resource allocation requests have been submitted for this round of funding. Construction, forklift and drone courses and local skills certificates are currently in the shared governance and curriculum process. All of the ESL non-credit courses were approved. As the location lease for the current Brentwood Center will not be renewed next year (the new Brentwood Center location opens in summer or fall 2020), the funds allocated for this lease will be redirected to staffing needs at the new location.</p> <p>C. Strategic Enrollment Management: An SEM Academy meeting is scheduled for later this week.</p> <p>D. Safety Committee: Has not met since 10/17/19. It is noted that as Classified Senate if we have any safety concerns, as a group we should bring them forward to the Safety Committee.</p> <p>E. Planning Committee: The Committee meets next on Thursday (November 7th).</p> <p>F. TAG: TAG held its first meeting and discussed whether this group should remain a Brown Act committee or not. Concerns were voiced by faculty, that if the committee moves to a non-Brown Act committee the faculty voice will not be met or heard. No decision was made and it will be further discussed at the next meeting.</p> <p>G. IDEA: No meeting</p> <p>H. Sustainability: No report.</p> <p>I. Professional Development Advisory Committee: PDAC approved some conference funding requests. Additionally, Nicole requested that Sara Larkin provide a presentation and/or demonstration on Cornerstone at the November 18th meeting.</p> <p>J. EEO Committee: No report.</p>
<p>7.</p>	<p>Council Business</p>	<p>A. Annual Umoja Turkey Basket Drive: In previous years the Classified Senate has donated \$25 for a turkey basket (from Fund 12). The Classified Senate approved a \$25 donation for a turkey basket from our fund-12 account. Action: M/S: S. Mills/G. Villegas approved (8-0-0). It is also noted that at the next Classified Senate meeting “Indigenous People’s Sunrise Gathering” will be added to the agenda under “Council Business”.</p> <p>B. Bowling Night: Robert Delgado contacted Delta Bowl in Antioch regarding pricing on a Classified Senate Social – Bowling Night. It is anticipated to host it on a Friday night (from 5:30-7:30) before the end of the semester however, Robert will check on dates with Delta Bowl. Robert will send the date, time and registration</p>

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		<p>information to the Senate via e-mail. The best pricing option provided is for two (2) hours on one (1) lane for six (6) people at \$65 total. The Classified Senate approved up to \$500 to be used for this event. Action: M/S: S. Mills/N. Alfaro approved (8-0-0).</p> <p>C. Spring Break PD: Robert Delgado is seeking interest by Classified to hold one (1) day of professional development for Classified only during Spring Recess. For example, we can hold four (4) sessions throughout the day on a variety of topics and/or trainings that are most related to Classified roles and work. A suggestion is to have one of the four workshops be a “pot luck” of training and information (i.e. Canvas, Zero Cost Textbooks, e-Lumen, SARS, etc.). Jeffrey Benford and his department have been conducting crisis management sessions, which may be helpful to include a session on this. Another good session to include would be by Eloine and Frankie on updating our websites and designing flyers. It is also recommended that this day be held on either a Wednesday or a Thursday. Robert will gather and compile some information to provide to the Senate.</p> <p>D. Scholarship Committee: The committee met last week and worked on developing the rubric and criteria for the Classified Senate Scholarship. The main areas for discussion and approval by the Senate are: preference given to student employee’s (should we add Classified Hourly as well), lower the GPA from a 3.5 to a 3.0 and defining “career in public services”. The Senate discussed the concerns on lowering the GPA as well as keeping the GPA at a 3.50. It is noted that there are specific requirements for the scholarship application that we can ask of applicants or develop criteria on, according to the regulations. The Classified Senate approved to lower the scholarship GPA criteria to a 3.20 Action: M/S: P. West/N. Alfaro (7-3-2; <i>abstentions – T. Gage, S. Mills</i>). The Classified Senate discussed adding Classified Hourly employees with Student Employees to be given preference on the scholarship application (i.e. extra points). The Classified Senate approved adding Classified Hourly employees to Student Employees to be given preference on their scholarship application. Action: M/S: S. West/B. Stone (6-2-4; <i>abstentions – C. Wood, F. Chavez, N. Almassey, S. Mills</i>). The Classified Senate approved up to utilize the Meriam-Webster definition of “public service” as it pertains to the scholarship criteria. Action: M/S: N. Almassey/J. Nogarr approved (10-0-2; <i>abstentions – P. West, S. Mills</i>).</p> <p>E. Election Committee: A report-out will be given at the next meeting.</p> <p>F. Staff parking loss Lot: Nicole Almassey has not received any information on the rezoning of the staff parking spaces in Lot A following the incorporation of EV charging stations.</p> <p>G. All in Equity Fridays: The last few All in Equity Fridays have been great events. A report-out will be given at the next meeting.</p> <p>H. Accreditation: Continuing through feedback process. Online submission tool is available to provide feedback on parts or all of the 2020 ISER.</p>
8.	Adjourn Meeting	Action: This meeting ended at 4:38 pm